



Registration Service Manager
Grade/ Salary G08 £44,428 - £47,420
Register Office, Llwynegrin Hall, Mold
37 hours including weekends
2024 Pay Award Pending
Interviews - 8 & 9 May 2024

Are you an experienced leader with a proven track record of managing change and transformation?

We have a rare opportunity for you to join the Flintshire Registration Service and manage the team responsible for the registration of births, deaths, marriages and civil partnerships occurring in the county.

This is an exciting time to join the Registration Service as it prepares for significant statutory changes. The postholder will steer the service through change and implement new ways of working to provide a modern and efficient registration service to everyone who needs us during key life events.

Experience of working within a local authority Registration Service is desirable but not essential.

If you are ready to manage the day-to-day operations of the Registration Service and have the skills, experience and willingness to learn and implement change, this role could be for.

Welsh speaking and writing skills are desirable.

As one of the largest employers in Flintshire, we offer a minimum of 34 days' (pro rata) annual leave including bank holidays, increasing up to 41 days (pro rata) • Access to the Local Government Pension Scheme • Generous family friendly and work-life balance schemes • Hybrid working (role specific) • Access to a range of development opportunities • Free employee assistance programme (EAP) • Cycle to Work Scheme • Discounts across UK retailers.

For more information or an informal discussion please contact:
Rebecca Jones, Senior Manager – Customer Contact, rebecca.jones@flintshire.gov.uk



Gyda'n gilydd gallwn ni i gyd helpu
i gadw Sir y Fflint yn ddiogel
Together we can all help to
keep Flintshire safe